*About this resource:*

This is a Suggested Wording. It is a set of paragraphs that suggests wording for you to use to ask the governors to provide you with arrangements for the reconsideration, and to ask if you can attend.

To understand when you might want to use this text, read the [Step by Step Guide*:* After the Independent Review Panel](https://justforkidslaw.org/school-exclusions-hub/legal-practitioners-and-professionals/after-governors-meeting-appeal-and-3/after-irp-reconsideration-and-further-steps/step-step-guide-after-independent-review-panel).

To use this resource, go through the text and enter the information where prompted to do so. Prompts appear as grey text. Then copy it into an email or letter as appropriate.

This text is a guide. You might need to make amendments to fit your circumstances.

I am writing in relation to name of young person’s independent review panel concerning their exclusion from name of school which took place on date of independent review panel.

As you will be aware, the independent review panel has directed/recommended reconsideration of the exclusion. This means that the you should meet within 10 school days in order to consider name of young person’s exclusion. I would be grateful if you could confirm what arrangements have been made for the reconsideration.

The family would be grateful to be able to attend the reconsideration to speak with the governors about the independent review panel’s findings and provide their views on reinstatement. We would be grateful if the governors would confirm that they would agree to this.